PROVINCE OF SARANGANI
Barangay Information Tracking System, Province of Sarangani

I.   Executive Summary

Through the years, there has been no computer-based Legislative Information Tracking System in the Province of Sarangani since software and programs are very costly. Everything was done manually – from archiving and filing of legislative documents (ordinances, resolutions, minutes, agenda, and etc.) to tracking documents upon requests from walk-in clients, which are time-consuming and labor-intensive. The Sangguniang Pambarangay members always find it hard to access, retrieve, and codify legislative files. These problems take the largest share of the workload for the barangay employees, barangay captains, and their secretaries. There was a need for the creation of electronic system for archiving information. This is where the Vice Governor of Sarangani Province, being the head of the legislative branch, intervened and initiated the **Barangay Legislative Information Tracking System *(BLITS)* Program** to become the solution.

It all started with the **public-private partnership** of the province with the **Mahintana Foundation Inc.** *(MFI)* and **European Union** *(EU)*, and also through the **Sulong Sarangani Pamunuan** project of the Provincial Governor. The MFI introduced the Legislative Information Tracking System *(LITS)* software to the province to organize the filing and retrieval of legislative documents in electronic manner and promote paperless transactions. Seeing a common goal, the Vice Governor's Office adopted the software, customized this into **BLITS,** and brought this to the **barangay level**, conducting orientation and workshop to the 7 municipalities, composing 141 barangays in Sarangani Province. Resource persons were from MFI and the seminars were funded by the EU. Hence, barely from LITS software, it was developed into BLITS Program headed by the Project Management Team (PMT), and provided the following components namely: *1. Local Legislative Capacity Building, 2. Software Installation and Hardware Distribution, 3. Local Experts Development, and 4. Building Networks and Linkages.*

Through the formation of the PMT of the BLITS Program, which is in charge of the implementation and coordination, series of training were conducted in all the 141 barangays. These were Basic Parliamentary Procedures, Resolution and Ordinance Writing and information tracking system, that helped the legislation in the entire province become excellent, skillful, systematic, organized, and synchronized. The implementation of the BLITS Program digitalized their old system wherein **all resources are now compacted and centralized.** Endorsing this system to the grass roots level turned out to have great impact to the benefactors. This promotes **electronic archiving of all legislative documents** present in all the barangays, and helped improve the legislative management into e-policy.

After all the training, the province procured 141 computer desktops and printer with scanners for all the barangays and installed the LITS software in the computers to streamline the process in archiving and accessing requires pertinent documents. All the outputs from adopting the program were stored in the software, and so the council can use the full features of the LITS. As a counterpart of the province, the 10th Sangguniang Panlalawigan approved Appropriation Ordinance 2019 - budget for 141 computer desktops amounting to **Php3.5M**, and a Resolution No. 2021-10-103 supporting the BLITS Program. After a year of the procurement process, **the complete set of computers with printers were distributed** to the 141 barangays, including the 32 GIDA barangays, in the 7 municipalities of Sarangani as part of the **BLITS Program Sustainability Plan**. These will help the BLGU to utilize effectively all the inputs and outputs of the mentioned components. The province is currently procuring more equipment such as printers with built-in scanners to improve the delivery of legislative services. **This system adopts and stabilizes the components of ICT** (software, hardware, transactions, communication and technology, data, and internet) from the barangay level to the provincial level and to all the constituents in Sarangani Province. After all, the BLITS Program intends to accomplish this primary goal – ***"One e-System, One Province"***.

II.   Project Description

BACKGROUND

One of the long-term problems that exist in the province doesn't occur in the implementation of the laws but in the legislating body itself. Sarangani Province was created by Republic Act No. 7228 and for the last 24 years after its inception, there has been no legislative system established in the municipalities and its barangays. It took a lot of effort for the barangay local government officials to encode and access legislative documents, while the citizens only hear laws through words and advice.

Having no legislative e-System, the Provincial, Municipal, and Barangay Local Government Units didn't have uniformity in properly archiving all legislative documents, amend outdated ordinances, and address lost files due to disaster,

unforeseen events, and changes in administration. This endless cycle of problems led to unnecessary duplication of documents and the inability to comply with the monthly and quarterly submissions.

The BLITS serves as the blueprint for a harmonized legislative information system. It aims to create a networked and collaborative environment for improved public service delivery in aid of legislation. The primary challenge of implementing the BLITS is to streamline the e-system to achieve "One E-System, One Province." This challenge requires comprehensive organizational development in Sarangani and entails developing people, policies, processes, and infostructure responsive in meeting the challenges and goals set out in this program.

Figure 1. One e-System Sarangani Logo

ABOUT THE BLITS

In 2017, the Provincial Vice Governor's Office, headed by Vice Governor Dr. Elmer T. De Peralta, started to empower the legislative branch on its legislative functions by building partnerships and customizing programs that are timely and essential. One of these is the Barangay Legislative Information Tracking System (BLITS), the umbrella of all the legislative programs **Thru Local Legislative Capacity Building:** The Barangay Legislative Manual **(BLM),** Barangay Resolution and Ordinance Writing **(BROW),** and Legislative Information Tracking System **(LITS).**

The province initiates benchmarking and observing the BLGUs session and imparts proper procedures to the **141 barangay** councils in Sarangani, including the **32 identified geographically isolated and distressed areas (GIDA)** through the **Barangay Legislative Manual,** the proper parliamentary procedures were observed and recorded in minutes. **The Barangay Resolution and Ordinance Writing (BROW)** guided the council to write ordinances and resolutions in line with form and style, resulting in faster processing of documents. The **LITS** software thru the ResourceGov project by Mahintana Foundation provided the opportunity to collate, archive, track and search their outputs.

The implementation of the BLITS program digitalized their old system wherein all resources can be converted and easily accessed by the concerned official without the hassle of manual labor and waiting long hours, in line to improving public service and adopting ICT. It also moved the council to be excellent public servants following proper procedures and be outstanding legislators following correct format in resolution and ordinance writing and their performance monitored through attendance and number of authored resolutions and ordinances.

To further improve the BLITS program, the Office of the Vice Governor provided all the barangays desktop computers with installed LITS software to put all the necessary documents and resources needed. This further provided the opportunity that every barangay in Sarangani has its own operational BLITS program. With every proper ordinance/resolution written, cut-off hours in archiving, retrieval, and searching approved ordinance and resolution brought faster operation in the barangay legislative system.

Figure 2. BLITS STREAMLINING PROCESS
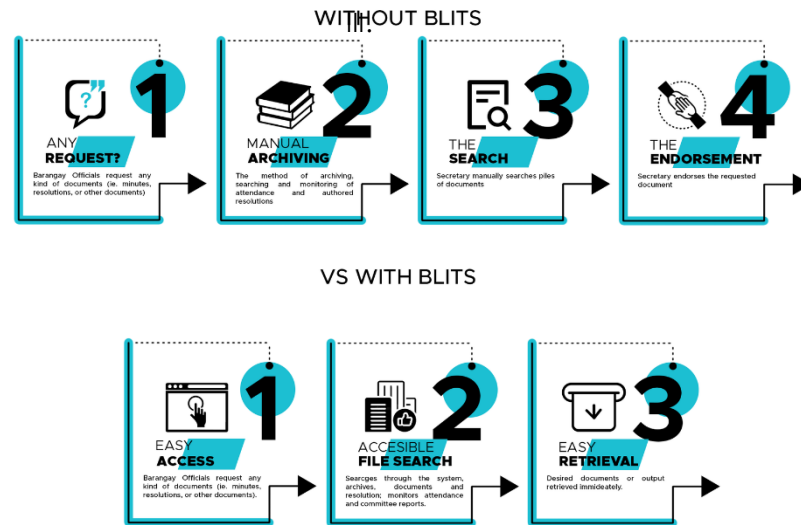
To ensure mobilization of the **BLITS** program, the Office of the Vice Governor assembled a Project Management Team to implement and closely monitor the program's success. As the head of the project management team, the Vice Governor assigned the project manager to communicate and interact with the networks and linkages involved with the said program. This includes the **DILG, SULONG PAMUNUAN, MAHINATANA FOUNDATION, and the EUROPEAN UNION.** Included in the BLITS program is the development of the local experts. These experts also produced trainees from the province and the municipalities to have extensive knowledge of the system and the software, assist the barangay secretaries, develop future trainers for the BLITS program, achieve ICT adoption at the barangay level, and move towards E-Governance.

PROVINCE OF SARANGANI
Barangay Information Tracking System, Province of Sarangani

IV.   Implementation Procedures/Strategies

Presented in Table 1. below shows the sequence of activities in the implementation of the respective components with its corresponding outputs, resources and responsible offices from 2017 – 2021:

ACTIVITIES	METHODOLOGIES	OUTPUT	RESOURCES	RESPONSIBLE OFFICE
Planning for the Expansion of Scope	*BUILDING NETWORKS AND LINKAGES* ▪ Coordinate, Consult and Empower/ Increase partnership with the offices of DILG – Sarangani, Lone District Representative, Governor, PLnB, PPSK, MLGUs, and CSO partner to secure funds, technical resources, logistics, manpower requirements ▪ Enhance the existing system cycle and incorporate the new project components ▪ Update the previous Project Management Team (PMT)	▪ Empowered and Increased Public-Private Partnership ▪ Enhanced Program to BLITS *(see figure 3. BLITS components/ system cycle and Impact)* ▪ Sustainable PMT Organization Structure (OS) established *(see Figure 4. PMT OS)*	*see Table 2. BLITS Program Expenditures and Annex IV*	PVGO

	Organizational Structure			
Preparation for the Existing and Expansion of Scope	▪ Draft, submit and route detailed Project/Activity Design and among others for budget approval and legal support of the respective approving/ reviewing authorities	▪ Approved/ Signed Project Proposal/ request letter, Acknowledgement and Undertaking, and Provincial Ordinance and Resolution (see Annexes)		▪ PVGO/ CSO partner
	▪ Facilitate activity briefing, meeting for committee assignments via actual and/or virtual meeting	▪ Respective activities were strategically prepared and facilitated		▪ PVGO/ CSO partner/ PLnB/ PPSK
	LLCB (BLM, BROW and M/BLITS); and LOCAL EXPERT DEVELOPMENT: ▪ Facilitate RFQ and selection of appropriate venue/ facilities for participants and support staff to be submitted to concerned office/partner for approval and processing	▪ Provided a conducive and time efficient environment; and well-managed budget allocation approved by the concerned office		▪ PGO – Sulong Pamunuan/ PVGO
	LITS SORTWARE AND HARDWARE FOR SUSTAINABILITY:			

	▪ Prepare the required documents to be signed and submitted to Bids and Awards Committee (BAC) for bidding and awarding; respectively, the CSO partner will facilitate their own procedure of procurement	▪ Provided hardware (sets of computer desktop) according to the approved specifications of the Provincial Governor's Office – Information and Communication Technology (PGO-ICT) Unit; while the USB flash/ hard drives and LITS software were prepared and updated by the CSO partner		▪ PVGO/ PGO – ICT/ BAC/ CSO partner
	LLCB (BLM, BROW and M/BLITS); and LOCAL EXPERT DEVELOPMENT: ▪ Prepare and send/ route out invitation letters with program to participants; request letter with the concerned LGUs/DILG RE: COVID-19 restrictions, and/or meals/ venue accommodation augmentation; request for speakership with the CSO partner for M/LITS	▪ 100% were delivered and positively responded by the Associate Partners, CSO, LGU, MLGUs and BLGUs, respectively		▪ PVGO/ PLnB/ PPSK

	workshop		
	▪ Procure/ secure logistics and/or resources of the respective activities	▪ Logistics and/or other resources were procured and prepared for the upcoming training/ workshop/ LITS installation on CPUs/ culmination and among others	▪ PVGO/ CSO partner
	SOFTWARE INSTALLATION: ▪ Prepare request letter for IT installer from CSO and MLGU partners	▪ 100% responded to the request and installed the software, tested the LITS application to 141 sets of computer desktop	▪ PVGO/ CSO and MLGU Local Expert
	▪ Prepare/ Design/ Layout Certificate of Appreciation/ Participation/ Attendance; and room assignments for live-in workshop	▪ CAs/CP for LLCB and Culmination, participants and partners accommodation were prepared	▪ PVGO
	▪ Constant online communication (SMS, phone call, messenger, email) for follow ups and monitoring	▪ Well-coordinated/ monitored the confirmation of participants/ guests/ partner's attendance; the approval of	▪ PVGO/ PLnB/ PPSK/ CSO partner

|				
		venue outside the Area of Responsibility (AOR) during COVID-19 restrictions of the upcoming activity; and among others		
Execution of the Existing and Expansion of Scope	Perform the respective assignments on the program implementation	100% of the target were implemented from LLCB, Local Experts Development, Software Installation and Hardware Distribution to Expansion of Networks and Linkages *(see Impact)*		PVGO; and PLnB, PPSK, MLGU and CSO partners
Monitoring and evaluation (M&E) for the Existing and Expansion of Scope	▪ Secure attendance sheet and other pertinent documents needed ▪ Conduct pre and post evaluation report ▪ Conduct Schedule of Activities Worksheet	▪ Documents were secured and submitted to the concerned section/ office/ partner ▪ Facilitated the conduct of pre and post evaluation of LITS workshop ▪ BLGUs plotted their respective timeline for LITS adaptation, maintenance, and collection and submission of the complied		▪ PVGO ▪ CSO partner ▪ PVGO/ CSO partner

	▪ Create M&E tool RE: the hardware donated and LITS application in the BLGU	▪ M&E tool for LITS created		▪ PVGO

As indicated above, the office initiated the modification of the existing program to Barangay Legislative Information Tracking System (BLITS) that serves as the umbrella of all the legislative programs in order to attain the vision of *"One e-System, One Province"*. Figure 3 illustrates the 4 components of BLITS Program's sustainability.

Figure 3. SYSTEM CYCLE
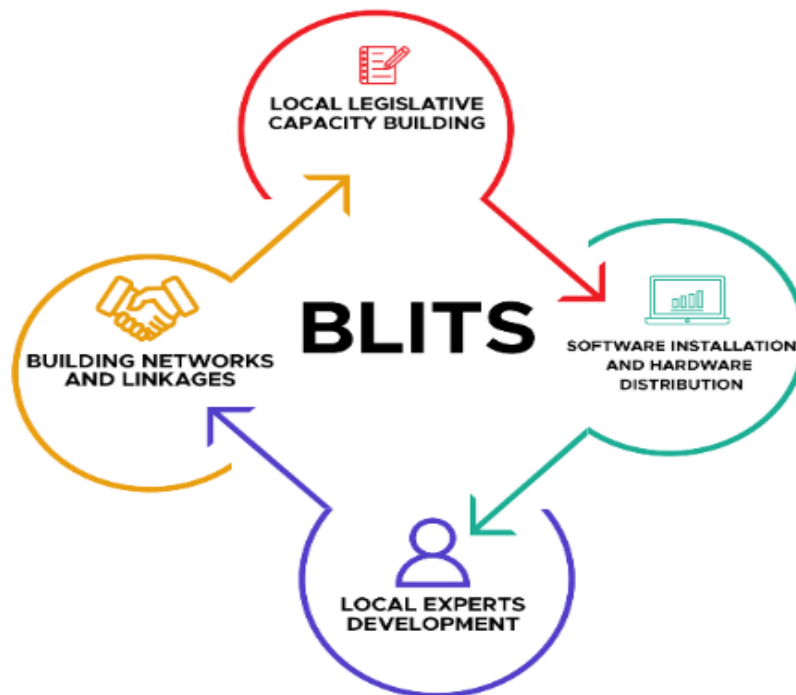
Thus, in order to ensure the efficient, effective and sustainable mobilization of the program, the Project Management Team Organizational Structure was updated and/or upgraded as illustrated in Figure 4. below:

Figure 4. Project Management Team Organizational Structure
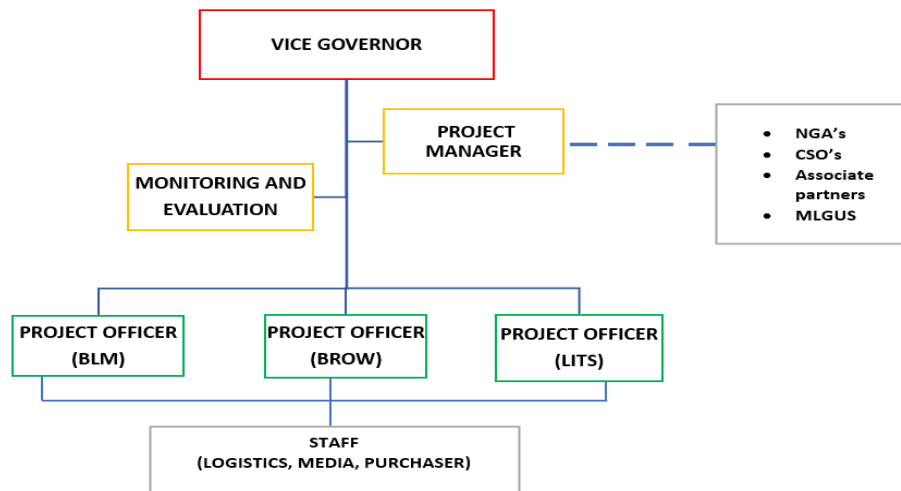
As the head of the project management team, the Vice Governor assigned the project manager to communicate and interact with the networks and linkages involved with the said program. This includes the DILG, Sulong Pamunuan, Mahinatana Foundation Inc., and the European Union.

Consequently, after securing additional financial resources for the project expansion to the Provincial Government and MFI, the project officers and support staff rolled out the activities from the preparation, execution, to monitoring and evaluation wherein strategies/methodologies used to continue the program amidst the COVID-19 pandemic were presented as follows:

▪ WORKLOAD DELEGATION – For a smoother implementation, the project officer of LITS delegated the tasks to send out letters via online or personal transaction and to ensure and secure the 100% participations of the delegates coming from the 7 MLGUs of the province to the associate partners, the Provincial Liga ng mga Barangay (PLnB) and Panlalawigan Pederasyon ng mga Sangguniang Kabataan (PPSK);

▪ CONSULTATION MEETING/ RE- PLANNING – The PMT together with the CSO partner, re-program the timeline, target, and venue of implementation to address the restrictions

between borders and adheres on the new normal standard. After such, the CSO partner requested for a period of extension of the project implementation under the office program to the European Union and was approved;

- COMMUNICATION PLATFORM – The office used electronic mail and/or phone call, SMS and other online platform such as messenger as the mode of communication to come up with an amenable agreement with the 7 MLGUs and the City Government of General Santos in consideration of their own set of IATF guidelines in order to pursue the implementation of capacity building – Training of Trainers and LITS workshops for the 5 MLGUs, and the Culmination cum Turn Over Ceremony of desktops. Also, such platforms were used on the selection and facilitation of RFQ from the different suppliers as required by the CSO partner and PLGU for their financial processing and liquidation; *(see Impact and Annexes III/ IV)*

- LEGAL SUPPORT – Due to the increase of demand of the computer units in the respective sectors to address the limitations of face-to-face classes and/or transactions, the PMT seeks support to the office of the Governor to prioritize the allocation of 141 sets of computer desktop through the passage of Appropriation Ordinance and Resolution to the 10th Sangguniang Panlalawigan to support the BLITS program;

- POOL OF EXPERTS/ MANPOWER – Given with such limited time due to erratic changes in the IATF guidelines from National to Local, the office requested the help of experts from MFI and local experts produced from the Training of Trainers for the mass installation of LITS software to 141 units while the PMT increased its manpower for the unpacking, repacking, tagging, and hauling activities of the said units to the respective MLGUs;

- ADDITIONAL HARDWARE SUPPORT –In consideration of the limited resources of the province, the CSO partner granted the provision of 141 pieces of USB flash drive and 1 hard drive with LITS software as back up file of the respective BLGUs and the office;

- ESTABLISH SUPPORT FROM THE MLGUs AND LONE DISTRICT OF SARANGANI OFFICE – The office enabled to earned 100% support from the respective MLGUs in terms of additional meals, provision of venue, technical and manpower requirements as an augmentation to the Culmination Ceremony activity;

- AFFIRMATION OF BLGUs RESPONSIBILITIES – The Acknowledgement and Undertaking was prepared by the project officer and reviewed by the Provincial Legal office to be signed by both stakeholders as affirmation to the provisions in the unit utilization, manpower allocation for encoding and troubleshooting and its monitoring schedule; and

▪ ADDITIONAL EXPERTS – As part of the sustainability component of the program, the conduct of LITS workshop for the PMT were also implemented aside from the local experts produced from the respective Sangguniang Bayan and Sangguniang Panlalawigan Secretary employees.

Presented in Table 2. the expenditures of the respective implementing offices that underwent proper procurement processes as declared below:

Table 2. BLITS Program Expenditures

AGENCIES	YEAR	DESCRIPTION	QUANTITY	AMOUNT	∑ TOTAL	REMARKS
Provincial Government of Sarangani	2015	Meals and venue for BLM and BROW	504 pax	225,000.00		Existing projects
	2016	Meals and venue for BLM and BROW	396 pax	225,000.00		
	2017	Meals and venue for BLM and BROW	333 pax	250,000.00		
	2018	Meals and venue for BLM and BROW	180 pax	200,000.00		
	2019	Meals and venue for BLM and BROW	234 pax	200,000.00		
	2020	Meals and venue for BLM and BROW	50 pax	180,000.00		
	2017	Meals and venue for MLITS participants	16 pax	8,100.00	1,288,100.00	Scope expansion
	2019-2020	Computer Desktop set	141 sets	3,500,000.00	3,500,000.00	
	2021	Meals for the BLITS Culmination cum Turnover Ceremony of Desktops to BLGUs	141 pax	49,250.00	49,250.00	

Mahintana Foundation, Inc.	2017, 2019 - 2021	LITS Software installation to 7MLGUs and 141 BLGUs	1 software		UNDECLARED		Scope expansion
	2019	Tarp, Venue and Meals for BLITS clustering 2 MLGUs (Malapatan and Maasim)	100 pax	54,750.00			
	2020	Tarp, Venue and Meals with Room accommodation for Trainers Training	30 pax	59,340.00			
	2020	Tarp, Venue and Meals with Room accommodation for BLITS clustering (5 MLGUs)	369 pax	811,062.00			
	2020	USB flash drive and Hard drive	142 pcs	29,700.00			
	2021	Tarp, Venue and Meals with Room accommodation for Provincial Trainers Training	10 pax	38,550.00	993,402.00		
				∑ TOTAL	5,830,752.00		

As stated, the Provincial Government of Sarangani started supporting the BLM, BROW, and LITS from 2015 to 2020, with a total number of 141 barangay council participants, by covering the meals and venue accommodation amounting to a total of Php1,288,100.00. Also, the government provided 141 computer desktops thru the conduct of Culmination cum Turn Over Ceremony on 2021 that amounted to Php3,549,250.00. While the Mahintana Foundation Inc., the main partner of the BLITS Program, declared a total of Php993,402.00 of their expenditures throughout the BLITS Orientation and Workshop since 2017 to 2021, covering the LITS software installation where the amount is undeclared, flash drives and hard drives, logistics, meals, venue, and accommodation for trainers.

V.   Project Result/Impact

The project management team (PMT) rolled out the BLITS Program that focuses on benefactors and users such as Punong Barangay, Councilor, Sangguniang Kabataan representative, secretary, treasurer, and IT staff from the Local Sanggunian of 141 BLGUs which includes the 32 identified GIDA, 7 MLGUs, and PLGU of Sarangani.

The program was implemented through the Sulong Pamunuan project component of the Provincial Governor, in collaboration with the Department of Interior and Local Government (DILG) – Sarangani, and in partnership with the Civil Society Organization (CSO), Mahintana Foundation Inc. (MFI), President ng Liga ng mga Barangay (PLnB), and in cooperation with the Pambansang Pederasyon ng mga Sangguniang Kabataan (PPSK) on its expansion project. The table below indicated the overall rating of 4.8 of the program's impact, which is *very satisfactory*.

Table 3. Participant's rating on the impact of the BLITS Program

PARAMETERS	RESPONDENTS	RATING
Project Impact/Results	Project Implementers (PVGO)	4.8
	CSO partner (*MFI*)	4.7
	Associate partners (PLnB, PPSK)	4.8
	MLGUs	4.8
	Expansion BLGUs	4.9
	∑ **Total**	**4.8**

1 – poor 2 – unsatisfactory 3 – satisfactory 4 – very satisfactory 5 – outstanding

Through the said program, it helped improve the legislative management into e-policy as **One e-System**, **One Province** with an average rating of 4.9 for Assessment, 5 Availment, 4.8 Satisfaction, and 5 Importance by the beneficiaries as indicated in the Client Satisfaction Survey (CSS) Form. Presented are the components with its corresponding results, effects and benefits, to wit:

A. LOCAL LEGISLATIVE CAPACITY BUILDING

Existing Scope:

1.   Barangay Legislative Manual (BLM) Orientation and Workshop

The Project Management Team (PMT) empowered 166% benefactors in five (5) years on legislative works through capacitating them on Basic Parliamentary Procedures, particularly on handling regular sessions and official meetings, creating Internal Rules and Procedure, discussing the meaning and importance of barangay legislation, and presenting the effective barangay legislation (see Annex III).

Records showed that at least 74% out of the 68 surveyed BLGUs have a remarkable change in the beneficiaries' knowledge, skills, and performance through the presence of Organizational Structure, Barangay Development Plan, Internal Rules of Procedures, attendance and minutes on the conduct of Barangay Session (see Annexes III).

2.   Barangay Ordinance and Resolution Writing (BROW) Orientation and Workshop

166% of the benefactors in five (5) years were capacitated in crafting resolutions and ordinances, particularly on tax ordinance, logo launching, and health guidelines. At least 75% out of the 68 surveyed BLGUs have a significant increase in the number of approved Ordinances and Resolutions and reduction of delays on the submission of legislative measures in the MLGU and PLGU for appropriate action (see Annexes III) which in return ease the government transactions.

Scope Expansion:

3.   Legislative Information Tracking System Orientation and Workshop

The PMT, together with the CSO and associate partners, conducted the following activities at the municipal and barangay level amidst the challenges encountered on resources and restrictions during the COVID-19 pandemic.

3.1 Municipal Legislative Information Tracking System (MLITS) Orientation and   Workshop

About 100% of the benefactors and users were trained and equipped with the installation, operation, features, and troubleshooting of the LITS application. As indicated in Annex 2, there is an increase of 65 % in the number of records of the attendance, session, Ordinance and Resolution that were digitized and encoded to LITS, which also contributed to the increase of at least 80% that were codified like the Environment Code 4, Revenue Code 7 and GAD Code 7.

3.2 Barangay Legislative Information Tracking System Orientation and Workshop

The same with MLITS, about 100% of the benefactors and users were trained and equipped with the installation, operation, features, and troubleshooting of the LITS application (see Annex III). The training was a complete package – from re-installing the LITS to backing up files in case of a malfunction. This elevates the performance of the barangays in advanced technological systems and proves to be equally competent to other regions. As a result, 83% of the population were able to initially transfer the documents to a digitalized platform installed during the training.

B.   LITS SOFTWARE INSTALLATION AND HARDWARE DISTRIBUTION

The users rated the LITS as 100% user-friendly, considering that the barangays could maximize its features as seen on the system interface. The system enables the downloading of files from the province down to the municipal and barangay level, and uploading of legislative documents submitted to the municipal level and reflected in the provincial level. Moreover, this system prevents illegal collections through the presence of a digitized copy of ordinances, compiled research-based information, and analyzes policy problems addressed by legislation.

Further, the Provincial Vice Governor provided 141 computer desktops with complete accessories and installed LITS software, with a back-up of 141 pieces of USB flash drive with LITS software during the BLITS training, to the 141 BLGUs of Sarangani as counterpart on the CSO funding. The said hardware will be used exclusively for LITS and was rated 100% on its importance by the beneficiaries as indicated on the CSS form. This leads to a substantial reduction of about less than 10 minutes of the workload of the barangay secretaries responsible for accessing and

reproducing legislative documents, attendance and minutes of the session, and performance of their officials (see Annex III).

C. LOCAL EXPERTS DEVELOPMENT

Through the initiative of the Provincial Vice Governor and a public-private partnership, BLITS was able to pull out exemplary leaders from the community and enhanced the skills of the locals for the betterment of the legislative system in the province. Having them trained not only benefited them as individuals, but also as representatives who technically took their barangays one step higher from their technological status. Also, local experts from the M/PLGU were capacitated for the sustainability and replication of the program to other LGUs.

D. BUILDING NETWORKS AND LINKAGES

The office has established and increased partners from the Sulong Pamunuan of the Provincial Governor, PLnB, and DILG – Sarangani on its existing projects to Mahintana Foundation, Inc. and PPSK on project expansion and Ronda Probinsya of the Lone District Representative – Sarangani on the monitoring and sustainability of the program.

Figure 5 illustrates the intervention of the public-private partnership, to support the BLITS Program accomplish a greater impact as One e-System, One Province.

Figure 5. BLITS FRAMEWORK
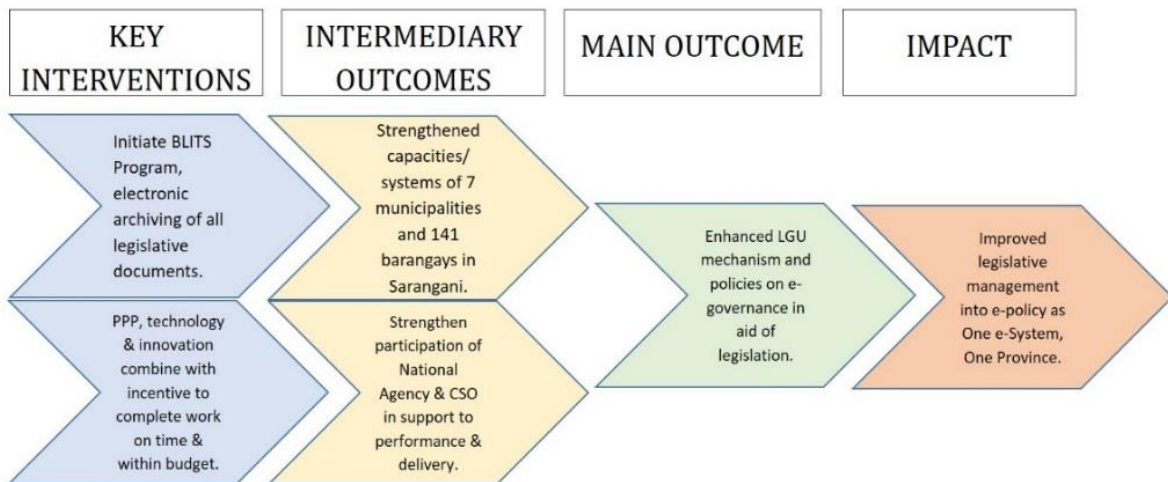
The desired outcome was to achieve transformative e-governance by enabling the attainment of operational efficiency, transparency, accountability, enhanced citizens' engagement, and effective delivery of public services in the Legislative Branch of government. The BLITS takes on the leadership role in ensuring the legislative e-system in Sarangani that will be realized and operationalized through this program.

PERFORMANCE OF BLITS

In accordance with **RA 10844, AN ACT CREATING THE DEPARTMENT OF INFORMATION AND COMMUNICATIONS TECHNOLOGY, DEFINING ITS POWERS AND FUNCTIONS APPROPRIATING FUNDS THEREFOR, AND FOR OTHER PURPOSES,** the Province of Sarangani embraces ICT adoption through the Barangay Legislative Information Tracking System (BLITS) Program. One of BLITS Components, the Local Legislative Capacity Building, created standards through the legislative programs **Barangay Legislative Manual** (2015-2020) and the **Barangay Resolution and Ordinance Writing** (2015-2020), and also through the **LITS Orientation and Workshop** (2017-2021) that Mahintana Foundation Incorporated introduced.

Through the Barangay Legislative Information Tracking System (BLITS) provision of the 141 computer desktops with installed LITS software, the provincial, municipal, and barangay legislators can simplify the process of accessing and retrieving legislative documents which, at the same time, adopt the components of ICT – software, hardware, transactions, communication and technology, data, and internet. This proves that BLITS is a complete package turned over to the legislating bodies in Sarangani Province.

STAND ALONE SYSTEM

The BLITS framework is based on the outputs of BLM and BROW to form a standalone database. With the LIT software, the barangay secretary / assigned encoder can organize paperless records of attendances, committee reports, the status of resolutions and ordinances, schedules of public hearings, and profile of the barangay official and systematically retrieve and file these documents. Any time is readily available for access and consumption of the concerned client. Figure 6 illustrates the legislative documents forwarded to database.

Figure 6. SYSTEMATIC DATA FLOW
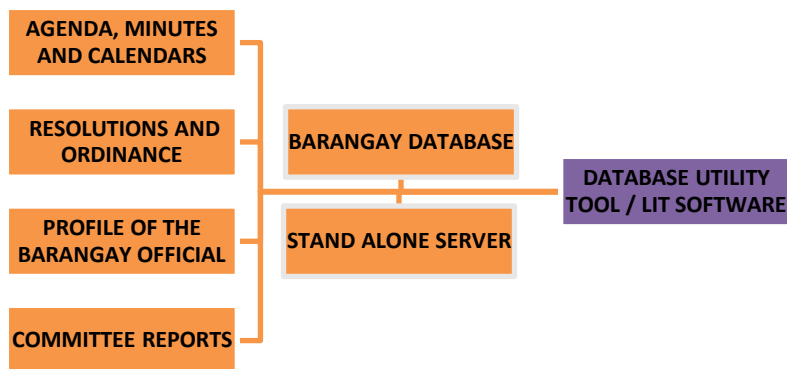
EASY ACCESS OF LEGISLATIVE DOCUMENTS

Barangay secretaries and subordinate staff no longer have to rely solely on old and handwritten/printed pieces of paper and other materials in physical form housed in the barangay halls. BLITS promotes electronic archiving of all legislative documents. This system also facilitates manageable and one-click retrieval of the legislative files encoded on the computers provided for them. With a large amount of storage, this

supports paperless transactions and less time-consuming legislative service delivery. Below is the actual BLITS e-System. *(See Annex VIII)*
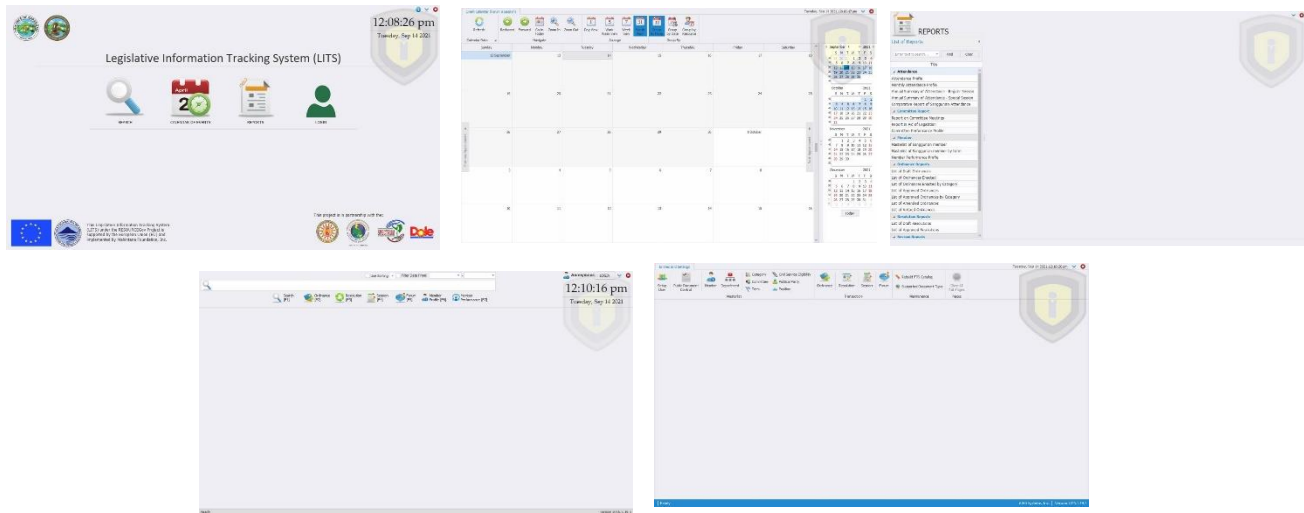
DIGITAL TRANSFER

The implementation of the BLITS program reaches the grassroots level. All the barangays utilizing the system will enable the municipalities up to the provincial level to establish a "One Province, One e-System" in the legislative department. Barangay secretaries can easily transfer the database from their barangays thru storage devices such as USB and hard drives. Security is not a problem because access is granted only with a user account and database utility tool. The transfer of the database is for the updating and monitoring of approved ordinances and resolutions of the Sangguniang Barangay to be endorsed to the Sangguniang Bayan as this is their function. The Sangguniang Bayan, in turn, can endorse their approved ordinances and resolutions to the Sangguniang Panlalawigan for updating and vice versa.

Figure 7 illustrates the downloading of the e-System from provincial to the municipal and to the barangay, and uploading from the barangay to the municipal up to the provincial. The process is for easy access as to one stop provincial level of archiving and retrieval of legislative resources adopted and enacted.

Figure 7. DIGITAL TRANSFER FLOW

The BLITS program uses password encryption and user classifications. **Based on RA 1013 SEC. 23.** *Requirements Relating to Access by Agency Personnel to Sensitive Personal Information.* – (a) On-site Access – no employee of the government shall have access to sensitive personal information on government property or through online facilities unless the employee has received a security clearance from the head of the source agency. User classification can be assigned as encoder and administrator per account with the approval of the barangay council to maintain data protection and credibility.
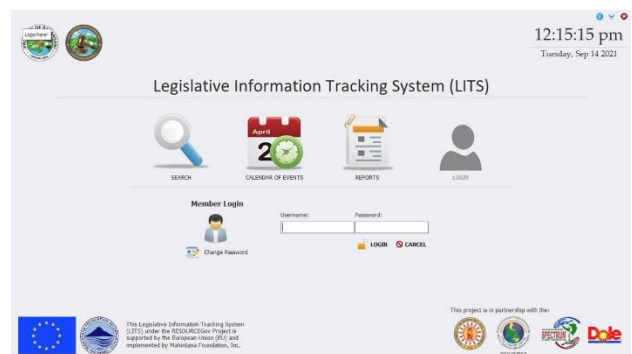
This is also in line with the **Cybercrime Prevention Act (RA 10175) sec 4.** It prevents illegal access and anomalous alteration in any data entries of the existing database. No

personal data is collected - only the necessary information, such as committee chairmanship, years of service, resolutions, and ordinance authorship. The BLITS program not only equips the barangay for ICT adoption and adheres to the **National Archiving Law (RA 9470). Sec. 3** <u>states that it is the mandate of the barangay to keep public records as it is essential to the administration and operation of their office</u>. These records contain information that allows government programs to function, provide officials with a basis for making decisions, and ensure continuity of past operations. The BLITS program ensures documents are systematically managed to ensure preservation and provide ready access vital information and promote barangay's efficient and economical operation.

VI.   Annexes

ANNEX I	BLITS OBJECTIVES
ANNEX II	ONLINE LINKS
ANNEX III	GRAPH BLITS PERFORMANCE
ANNEX IV	BLITS BOOKLETS & LIST OF PARTNERS
ANNEX V	PHOTO OF TURN OVER OF EQUIPMENTS
ANNEX VI	PHOTO TRAINING OF BLITS
ANNEX VII	RESOLUTION SUPPORTING THE BLITS
ANNEX VIII	BLITS PROCESS FLOW

Submitted by: Approved by:

JHOANNA JANE S. JAVIER   **ELMER T. DE PERALTA, MD**
Administrative Officer IV   Vice Governor

ANNEX I

BLITS OBJECTIVES

Optimize Legislative Operations

-Provide more efficient service delivery

-Integrate legislative e-System, enable knowledge, information and resource sharing as well as database

Empower Sanggunian Staff

-Deliver productivity gains that improve impact

-Enhance capacity and capability of Sanggunian workforce to improve internal efficiency to public service delivery.

Transform Service

-Facilitate legislative transactions through a streamlined processing of legislative tracking, archiving and retrieving legislative measures (ordinances, resolutions, minutes and agenda.

Engage in PPP and Citizens

-Unlock insights that improve public private partnerships for greater connection and participation.

-Ensure delivery of digital public services directly to clients are fast, cost efficient and accessible.

PROVINCE OF SARANGANI
Barangay Information Tracking System, Province of Sarangani

ANNEX II

ONLINE LINKS

SCAN TO WATCH YOUTUBE ENTRY VIDEO

BLITS CULMINATION:

https://www.facebook.com/vgetdperalta/posts/pfbid027F2RzX74NM5nX9yuDRxor7zkApG42pd18bjuuAqBKucaGNrHcdkheVr2zHKJsyDLl

https://www.facebook.com/vgetdperalta/posts/pfbid02ukWqGR4M6ZwQK8NVJHMjNk8bTxPvxi2Qv86VLo2bYmHfZAKpjiKpE8rMUB1V64dzl

https://www.facebook.com/vgetdperalta/posts/pfbid027NzpwKCc8zRmRoFmDgeCxCYYyQaE7ss4fiFpz9wedgti1qeD6gE58XKmA7QbwaKYl

https://www.facebook.com/vgetdperalta/posts/pfbid036hTntj62drVf7gMoiVvk3buX8Ue8dxfh9UUnU7nL4MqkS5Hn8ivA7jswaawuyTKkl

https://www.facebook.com/vgetdperalta/posts/pfbid02yCG4R6U95ybFzs8dwi85VPQfauD5nUqXCxKvAYSiPV8ratQrktwY5mFMgRH8SeLjl

BLITS BARANGAY TESTIMONY:

https://www.facebook.com/photo/?fbid=4506479502737180&set=pcb.4506480282737102

https://www.facebook.com/permalink.php?story_fbid=2559004691052526&id=100008290608001

LITS WORKSHOP:

https://www.facebook.com/vgelmerdp/posts/pfbid02aR35FDghftDrVVNqh6v7KCzd6AgJmBfaYC524L3W9roUXofcmMbo917kwyocekv5l

https://www.facebook.com/vgetdperalta/photos/a.147349395669580/913001315771047/

https://www.facebook.com/vgetdperalta/photos/pcb.901257000278812/901256823612163

PRIVATE-PUBLIC PARTNERSHIP:

RESOURCEGov 2 meets with Sarangani PVGO - MFI (mahintana.org)

https://www.facebook.com/vgelmerdp/posts/806102349844874

BARANGAY LEGISLATIVE MANUAL:

https://www.facebook.com/sarangani.info/posts/964654103618311

https://www.facebook.com/joylen.balandan/posts/1186695381350822

BARANGAY RESOLUTION AND ORDINANCE WRITING:

https://www.facebook.com/vgelmerdp/posts/804071246714651

BLITS PROGRAM DOCUMENTARY VIDEO:

https://drive.google.com/file/d/12ItEvkfA51ESVl9B2AilMk2fWW3aEf0F/view?fbclid=IwAR31Klp1sD-QggZvT7uPUyrW-8uOa047Zm5b-

ANNEX III

Clients served using BLITS vs without BLITS

Client waiting time using BLITS vs without BLITS

Sanggunian Codify Ordinances using BLITS vs without BLITS

Submission of E copies of Ordinances using BLITS vs without BLITS

Client Satisfaction Survey on BLITS

PERCENTAGE OF BARANGAY TRAINED IN BLM BROW AND LITS PER YEAR
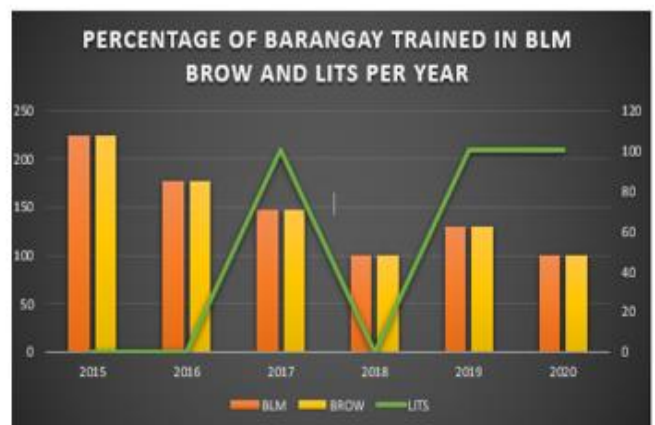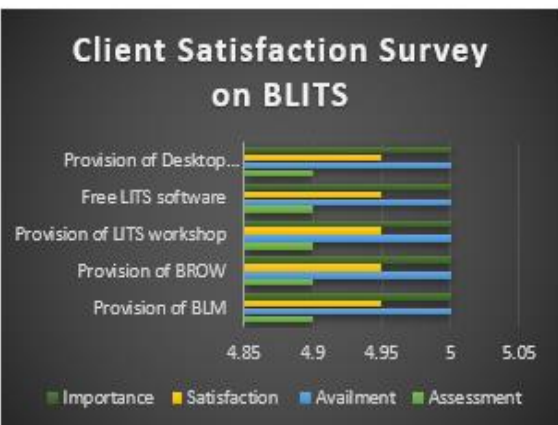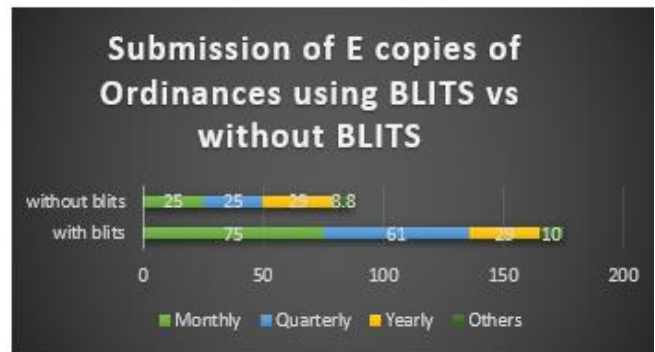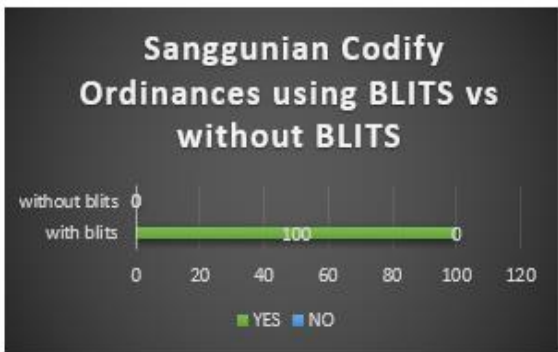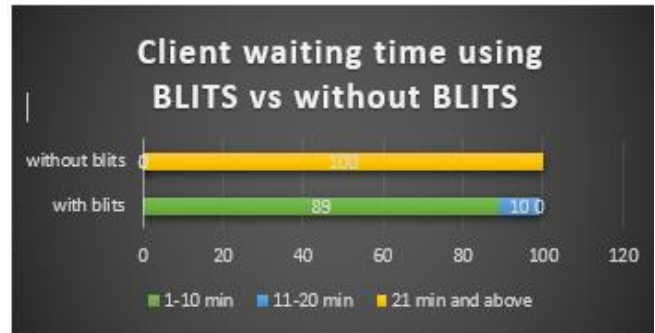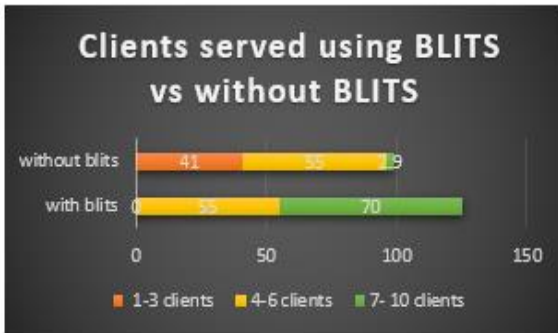
ANNEX IV

A PROJECT OF

IN PARTNERSHIP WITH

SUPPORTED BY

DESKTOP TURN OVER TO 141 BARANGAYS IN SARANGANI PROVINCE

LOCAL LEGISLATIVE CAPACITY BUILDING WORKSHOP (BLM, BROW AND LITS)

ANNEX VII

Republic of the Philippines
Province of Sarangani
OFFICE OF THE SANGGUNIANG PANLALAWIGAN
Alabel, Sarangani Province
Tel. No.: (083) 508-0285 Loc. 279/267/277

EXCERPTS FROM THE MINUTES OF THE 28TH REGULAR SESSION OF THE 10TH SANGGUNIANG PANLALAWIGAN OF THE PROVINCE OF SARANGANI HELD ON AUGUST 24, 2021 AT THE PROVINCIAL GYMNASIUM, CAPITOL COMPOUND, ALABEL, SARANGANI AT 9:30 A.M.

Present:

HON. ELMER T. DE PERALTA	Vice Governor, Presiding Officer
HON. GEORGE F. FALGUI	Board Member
HON. EPHRAIM P. GALZOTE	Board Member
HON. IRISH LOUIE ARNADO-BEÑOLA	Board Member
HON. JOSEPH M. CALANAO	Board Member
HON. CORAZON S. GRAFILO	Board Member, On Line
HON. JESS C. BASCUÑA	Board Member
HON. ROSEMARIE M. SAYO	Board Member, On Line
HON. JOSE TRANQUILINO L. RUIZ	Board Member
HON. RHEYMAR M. DIAN	Board Member, PPSK, On Line
HON. BENJAMIN R. DONATO	Board Member, IPMR, On Line
HON. VICTOR JAMES P. YAP, JR.	Board Member, PCL, On Line

Absent:

HON. RUSSELL C. JAMORA	Board Member, On Leave
HON. ARMAN U. GUILI	Board Member, On Leave

RESOLUTION NO. 2021-10-103
Authored by: Hon. Elmer T. De Peralta, MD
Co Authored by: All Board Members

A RESOLUTION SUPPORTING THE LEGISLATIVE INFORMATION TRACKING SYSTEM (LITS) IN THE BARANGAY LOCAL GOVERNMENT UNIT OF SARANGANI PROVINCE

WHEREAS, the Provincial Local Government Unit of Sarangani creates a program dubbed as Sulong Sarangani, Sulong Pamunuan – Barangay Legislative Enhancement and Capacity Building (BLECB) that aims to enhance and capacitate the Barangay Local Government Units in the province in terms of governance. The phases include: Barangay Legislative Manual (BLM) – Phases 1 & 2, Barangay Resolution and Ordinance Writing (BROW) - Phase 3 and, Barangay Legislative Information Tracking System (BLITS) – Phase 4, wherein it is spearheaded by the Office of the Vice Governor under DokVice Project;

WHEREAS, the Legislative Information Tracking System (LITS) is a system developed by Mahintana Foundation, Inc. and funded by the European Union. LITS is then given to partner LGUs for free to help improve tracking and accessing their legislative documents (i.e., archiving, codification, and faster retrieval of ordinances, resolutions, minutes of the sessions and reports), which in turn, a great help in achieving efficient and transparent local legislative governance. Also, the LITS can be used to assess the performance of the sanggunian;

WHEREAS, the partnership between the Provincial Government of Sarangani through the DokVice Project, and Mahintana Foundation, Inc. through the RESOURCEGov 2 Project support the goal towards transparent and accountable local governance at grass-root level through capacitating the barangays;

"Kilos Abanle, Pahiyon Daco"

(Cont. Resolution No. 2021-10-103, p. 2 of 2)

WHEREAS, the LITS program started in the year 2017 by conducting software orientations, seminars, workshops and installation activities attended and participated by municipal and barangays officials and staff of various respective municipal and barangay sanggunians;

WHEREAS, to ensure the sustainability of the BLITS Program – Phase 5, the 141 barangays of the province will receive (from month of August-September, 2021) one (1) unit computer desktop with the total worth of Php 3.5M for the exclusive use of the LITS thus, promoting excellence in the delivery of basic services and good governance in the BLGUs.
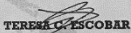
NOW, THEREFORE

Be it resolved by the Sangguniang Panlalawigan of the Province of Sarangani, **to support the Legislative Information Tracking System (LITS) in the Barangay Local Government Unit of Sarangani Province.**

Resolved finally, to furnish coy of this resolution to the Department of Interior and Local Government (DILG), Department Information and Communications Technology (DICT) and to all concerned for information and appropriate action.

Adopted on motion of Hon. Ephraim P. Galzote duly seconded by Hon. Joseph M. Calanao. August 24, 2021.

I hereby certify to the correctness of the foregoing Resolution, which was adopted by the Sangguniang Panlalawigan on its 28th Regular Session held on August 24, 2021.

TERESA C. ESCOBAR
Board Secretary V
Acting Secretary to the Sanggunian

ATTESTED AND CERTIFIED DULY ADOPTED:

ELMER T. DE PERALTA, MD
Vice Governor
Presiding Officer
Date: AUG 2 6 2021

CERTIFIED MACHINE COPY FROM FILE

EVA LARRY B. RENDON
Administrative Officer III
Date: _____
Page No. _____
R. _____

"Kilos Abanle, Pahiyon Daco"

ANNEX VIII